

CITY OF FRANKFORT
APPLICATION INFORMATION
FOR
FIREFIGHTER RECRUIT

PLEASE READ CAREFULLY AND RETAIN FOR YOUR RECORDS

APPLICATION

ELIGIBILITY – The following eligibility requirements must be met in order to become a Firefighter (1) You must be between the ages of 21 and 50, (2) have a high school diploma or equivalent, (3) have a valid driver's license, and (4) be a citizen of the United States.

THE FOLLOWING DOCUMENTS MUST BE SUBMITTED AT THE TIME OF APPLICATION:

(1) A copy of your birth certificate (issued by the registrar of vital statistics in the state where you were born), (2) your high school diploma or equivalency certificate, and (3) your valid driver's license. Applications will not be accepted without these documents.

ADDITIONAL REQUIREMENTS – If you have participated in active military service, also include a copy of your FORM DD-214. If you have college education, attach a copy of your Official College Transcripts.

ADDITIONAL CREDIT – In order to receive CREDIT for Firefighter, EMT and/or Paramedic Certifications, you MUST attach a copy of your current certification.

TESTING PROCESS

The testing process consists of the following components:

1. PHYSICAL AGILITY TEST – Applicants shall successfully complete all parts of a job-related Physical Agility Test in order to continue in the testing process. (Physical agility requirements are included in this document.)
2. WRITTEN EXAMINATION – Applicants are administered a multiple choice written examination that measures abilities and aptitudes necessary to be successful on the job. Problem solving, reasoning, reading comprehension and long and short-term memory are among the criteria measured. Applicants must have an overall score of seventy percent (70%) or higher to continue in the testing process.
3. ORAL INTERVIEW – Applicants that have successfully completed both the physical agility and written examinations will be scheduled for an oral interview with the City's Civil Service Board. The Board evaluates candidates on such factors as training, experience, communication skills, level of professionalism, adaptability, reasoning, etc.

SCORING

Each testing component is scored and assigned a weight to be used in determining the overall score. The relative weight of each component is:

1. PHYSICAL AGILITY TEST -	Pass/Fail
2. WRITTEN EXAMINATION -	50%
3. ORAL EXAMINATION -	<u>50%</u>
TOTAL	100%

Additional credit is added to the combined scores of candidates presenting current certification(s) as follows:

Kentucky Certified Firefighter -	4%
Kentucky or National Certified EMT-B -	4%
Kentucky or National EMT-P -	8%

ELIGIBILITY LIST

Applicants with a minimum combined score of seventy percent (70%) or higher will be placed on an eligibility list which shall remain in effect for one full year from the date certified by the Civil Service Board, or until another list is established. His/her overall combined score determines an applicant's position on the eligibility list.

OTHER REQUIREMENTS:

1. BACKGROUND INVESTIGATION – A comprehensive background investigation will be conducted on each candidate prior to being offered employment. The investigation checks the applicant's police record, driving record, employment record, reputation, and credit record.
2. PHYSICAL EXAMINATION – A thorough physical examination is conducted by a physician of the City's choice to determine the candidate's state of health and ability to perform the functions of the job. Substance abuse testing is conducted as a part of the physical examination.

Information discovered during the background investigation or the physical examination could result in removal from the eligibility list, if it is determined that this information makes the candidate ineligible for the position.

3. RESIDENCY REQUIREMENT – If hired, you will be required to reside within a sixty-minute response time from the Fire Department.

SALARY AND BENEFITS

1. **SALARY** – the City of Frankfort offers a competitive entry-level salary. Candidates with current EMT certification and/or previous applicable experience with another agency will be hired above entry-level.
2. **BENEFITS** – We provide our employees with a lucrative benefit package including:

- A. Health Insurance
- B. Dental Insurance
- C. Life Insurance
- D. CERS Hazardous Duty Retirement
- E. Vacation Leave
- F. Sick Leave
- G. Tuition Reimbursement
- H. On-going Professional Development and Continuing Education
- I. Opportunities for Advancement
- J. Uniforms and Equipment

PROBATIONARY PERIOD – All new employees must successfully complete a one year probationary period. During this period, recruits must obtain certification as an Emergency Medical Technician. Employees are required to maintain certain fitness standards and maintain current EMT certification for continued employment. All sworn fire personnel are subject to random drug and alcohol testing. All employees are subject to the provisions of the City's Drug and Alcohol Policy.

Physical Agility Requirements

An initial requirement of the applicant testing process is the physical agility test. Applicants must complete, at the time the test is administered, the minimum requirements listed below in order to continue in the testing process. Applicants have one attempt to complete each requirement.

1. **High-Rise Ascent/Descent:** Each applicant will be fully equipped with gear and required to ascend and descend, in continuous motion, five stories (using the stairs) while carrying 100 feet of one and three quarter inch hose.
2. **1.5 Mile Run/Walk:** Applicants must complete a 1.5 mile run/walk within 15:30 minutes.
3. **Ladder Climb/Hose Raise:** Applicants must climb an aerial ladder to the top of the training tower, get off on the roof, and using a rope, raise and lower one section of three inch hose. After lowering the hose the applicant will descend to the third floor, there he/she will climb out of the window onto an extension ladder and descend to the ground level. This component requires continuous motion.
4. **One Person Ladder Raise:** Applicant will unlock and remove a sixteen (16) foot single beam roof ladder from its cradle on the apparatus, carry it to the structure, raise the ladder to the upright position, then lower it back to the ground, replace and lock the ladder into its original position. Continuous motion is required.
5. **Stretcher Lift:** With the help of an EMT, each applicant will remove the stretcher from the ambulance, pick up and place the victim on the stretcher, secure the retaining straps on each victim and place the stretcher with the victim into the ambulance. Continuous motion is required.
6. **Hydrant Lay with Valve:** Applicants will take a Hydrassist Valve and Fifty (50) feet of four (4) inch hose from the apparatus, secure the valve to the hydrant, turn the hydrant all the way on, then turn the hydrant all the way off, remove the hose and valve and return them to the apparatus. Each applicant shall be allowed one (1) attempt. Continuous motion is required.
7. **Hose Advance:** Fully equipped, the applicant will be required to advance a fully charged one and three-quarter (1 $\frac{3}{4}$) inch hose one hundred (100) feet. The course will be pre-marked and the hose will have to be advanced to its full length. Each applicant shall be allowed one (1) attempt.